

Medical Cleaning Requirements Bldgs H1 & H10	
<b>Vacuum</b>	The Contractor shall vacuum carpets and rugs to ensure they are clean. Elevator door tracks are cleaned out.
<b>Sweep</b>	The Contractor shall sweep/dust mop uncarpeted floors to ensure floors are clean
<b>Damp Mop</b>	The Contractor shall damp mop floors to ensure that floors are clean.
<b>Trash Removal</b>	The Contractor Shall collect and dispose of items placed adjacent to waste containers and marked trash. All waste that is dropped during the waste removal process shall be picked up and properly disposed of. Waste containers are emptied, cleaned and sanitized. Includes exterior trash cans.
<b>Exam Room Wipe Down</b>	All Treatment rooms will be wiped down daily to include: treatment tables and stands, sinks and cabinets, other tables, chairs and fixtures. On average each exam room has an exam table, 1-2 chairs, 1-2 small tables,stands, sinks and cabinets. There will be some variations from room to room.
<b>Furniture/Equipment Cleaning</b>	All chairs and tables - hard surfaces will be wiped down with a mild detergent and all fabric surfaces will be vacuumed. All mechanical/exercise equipment, weight machines, etc. will be completely wiped down from top to bottom with <b>MILD DETERGENT</b> solution, including foot pedals, hand grips, frames, bases, etc
<b>Restroom Cleaning</b>	Daily cleaning will consist of inside/outside of toilets, empty trash, clean sink, faucets and countertops, wipe showers/tubs with Sanitary solution, wipe dirt from window sills, and sweep and mop decks. * See note below.
<b>Full Restroom Cleaning</b>	All Rest rooms will be thoroughly cleaned from top to bottom once annually to include walls, all toilets, tubs/showers, sinks, faucets, towel racks and all wall fixtures, window sills, cabinets and any other fixtures in room and the decks will be scrubbed and mopped. This annual cleaning will be conducted in November. * See note below.
<b>Strip, Seal,Wax, Buff</b>	The Contractor shall strip, seal, wax, and buff uncarpeted floors, including stairwells and elevators. Floors are cleaned, free of previously applied wax, and have a uniform gloss finish. Takes place 3rd week of may.
<b>Low Area Cleaning</b>	Wall cleaning to include cleaning from the floor to a max height of 8ft. Perform cleaning on all exposed surfaces to include baseboards, walls, window sill, cabinets, lockers, bookcases, shelving, ledges, radiators, deflectors, handrails and similar surfaces. This applies only to BUMED parts of the building, not to Code 105 spaces in Basement.
<b>Special Area Cleaning</b>	Daily cleaning will consist of emptying trash, cleaning the sink, faucets, and countertops with sanitary solution, wipe dirt from window seals, and sweep/mop decks. *See note below.
<b>Interior/Exterior or Window Cleaning</b>	All interior/exterior glass will be cleaned with applicable glass cleaner daily.
<b>Carpet Cleaning</b>	Shall be professionally shampooed (ANNUALLY) in the 1 <sup>st</sup> week of May. Quarterly shampoo shall be done the first week of Oct., Jan. Apr. and Jul. Includes all runners on 1 <sup>st</sup> and 2 <sup>nd</sup> floors.
<b>Annual Window Cleaning - All Windows</b>	All interior/exterior windows/screens will be washed, rinsed, dried, and windexed in August each year.

1M	1 Time per Month	3W	3 Times per Week
1D	1 Tme per Day	A	Annually
1W	1 Time per Week	Q	Quarterly

Footnotes:

A100

Clean top of fireplace mantel = 1 hr/month

A167

Include cleaning of glass display case = 1 hr/month

A09

Include weekly cleaning of windowsills = 1 hr/month

STW1

Stairwell gets quarterly cleaning. Includes 132 linear feet of handrails.

STW2

Stairwell gets quarterly cleaning. Includes 132 linear feet of handrails.

STW3

Stairwell gets quarterly cleaning. Includes 226 linear feet of handrails.

STW4

Stairwell gets dailly cleaning. Includes 182 linear feet of handrails.

No wax to be used on all floors, only strip if appropriate, wash and seal.

All curtains receive bi-annual cleaning, either steam clean hang-in-place or removed for dry cleaning. Curtain count: approx. 208.

18 AIRFRESHENERS

\*\* All water used in damp wiping or cleaning of floors, walls, countertops, light fixtures, shelves, ledges, dispensers, furniture and similar items shall contain a disinfectant/germicide, (3-M Quat disinfectant/ cleaner containing dymethelbenzyle ammonium Chloride/Alkyl dymethelbenzyle ammonium Chloride at least 2 parts per hundred diluted at the manufacturer's recommended rate).

Housekeeping must change disinfectant solution and mop head on every floor every day after heads are completed. An entirely separate bucket for all other areas can be used and transferred floor to floor but the solution and mop head must be changed after cleaning each department. This change should happen between Family Practice clinic and Occupational Health clinic.

The following information is a requirement by The Center for Disease Control (CDC), Association for Professionals in Infection Control and Epidemiology, Inc. (APIC), and The Joint Commission.

If the mop and bucket technique is used, the solution must be changed frequently. Mops should be changed with the same frequency as the disinfectant solution, and laundered in a manner required by regulatory agencies. (APIC Chapter 100)

\* Room A41 Special Cleaning is to wipe down the front counter Daily

Frequencies																
FLR	Area ID	Clean After	Vacuum	Sweep /Damp Mop	Trash	Exam Room Wipe Down	Furniture/ Equipment Cleaning	Restroom Cleaning	Restroom Servicing	Full Restroom Cleaning	Strip, Seal, Wax,Buff	Spray Buff	Low Area Cleaning	Interior/ Exterior Window Cleaning	Carpet Ceaning	Special Area Cleaning
1	A100	1600	1D		1D	1D							1W		Q	
1	A101	1500		1D	1D	1D							1W			
1	A102	1500	1D		1D	1D							1W		Q	
1	A103	1600	1D	1D							A	Q	1W		Q	
1	A104		3W		3W		1W								Q	
1	A105	1500	1D		1D	1D							1W		Q	
1	A106	1500	1D		1D	1D							1W		Q	
1	A107	1500	1D		1D	1D							1W		Q	
1	A109	1500	1D		1D	1D							1W		Q	
1	A113	1500	1D		1D	1D							1W		Q	
1	A114	1500	1D		1D	1D							1W		Q	
1	A115	1500		1D	1D	1D							1W			
1	A117	1500		1D	1D	1D							1W		Q	
1	A118	1500		1D	1D	1D							1W			
1	A119	1500		1D	1D	1D							1W			
1	A120	1500		1D	1D	1D							1W			
1	A121	1500	1D		1D	1D							1W		Q	
1	A122	1500	1D		1D	1D							1W		Q	
1	A123	1500		1D	1D	1D							1W			
1	A124	1500		1D	1D	1D							1W			
1	A126	1500	1D		1D	1D							1W		Q	
1	A130	1500		1D	1D	1D							1W			
1	A133	1500	1D		1D	1D							1W		Q	
1	A134		3W		3W		1W								Q	
1	A137		3W		3W		1W								Q	
1	C138		1W		3W										A	
1	A139	1500	1D		1D	1D							1W		Q	
1	A144	1500	1D		1D	1D							1W		Q	
1	A146	1500	1D		1D	1D							1W		Q	
1	A149	1500		1D	1D	1D							1W			
1	A152	1500		1D	1D	1D							1W			
1	A153	1500		1D	1D	1D							1W			
1	A154	1500		1D	1D	1D							1W			
1	A155	1500		1D	1D	1D							1W			
1	A156	1500		1D	1D	1D							1W			
1	A157	1500		1D	1D	1D							1W			
1	A158	1500		1D	1D	1D							1W			
1	A159	1500		1D	1D	1D							1W			
1	A160	1500		1D	1D	1D							1W			
1	A165	1500	1D		1D	1D							1W		Q	
1	A167	1600		1D	1D	1D							1W			
1	A169	1500	1													

[illegible]

FLR	Area ID	Clean After	Vacuum	Sweep/M op	Trash	Exam Room Wipe Down	Furniture/ Equipment Cleaning	Restroom Cleaning	Restroom Servicing	Full Restroom Cleaning	Strip, Seal, Wax,Buff	Spray Buff	Low Area Cleaning	Interior/ Exterior Window Cleaning	Carpet Ceaning	Special Area Cleaning
1	C125	WED 1300	1W		3W										A	
1	C131	WED 1300	1W		3W										A	
1	C136	WED 1300	1W		3W										A	
1	C140	WED 1300	1W		3W										A	
1	C142	WED 1300	1W		3W										A	
1	C143	WED 1300	1W		3W										A	
1	C161	WED 1300		1W	3W											
1	C162	WED 1300	1W		3W										A	
1	C163	WED 1300	1W		3W										A	
1	C164	WED 1300	1W		3W										A	
1	C164B	WED 1300	1W		3W										A	
1	LR129			1D	1D			1D	1D	A						
1	LR141			1D	1D			1D	1D	A						
1	LR147			1D	1D			1D	1D	A						
1	MR128			1D	1D			1D	1D	A						
1	MR148			1D	1D			1D	1D	A						
1	R136A			1D	1D			1D	1D	A						
1	R140			1D	1D			1D	1D	A						
2	A200	1600	1D	1D							A	Q	1W		Q	
2	A201			1D	1D						A					
2	A202	1500	1D		1D	1D							1W		Q	
2	A204	1500	1D		1D	1D	1W						1W		Q	
2	A205	1500	1D		1D	1D							1W		Q	
2	A207	1500	1D		1D	1D							1W		Q	
2	A208	1500	1D		1D	1D	1W						1W		Q	
2	A209	1500	1D		1D	1D	1W						1W		Q	
2	A211	1500	1D		1D	1D							1W		Q	
2	C203	WED 1300	1W		3W										A	
2	C206	WED 1300	1W		3W										A	
2	C210	WED 1300		1W	3W											
2	C213	WED 1300	1W		3W										A	
2	C214	WED 1300	1W		3W										A	
2	C215	WED 1300	1W		3W										A	
2	C216	WED 1300	1W		3W										A	
2	C219	WED 1300	1W		3W										A	
2	C220	WED 1300	1W		3W										A	
2	C221	WED 1300	1W		3W										A	
2	C222	WED 1300	1W		3W										A	
2	C223	WED 1300	1W		3W										A	
2	C224	WED 1300 Before 1500		1W	3W											
2	C225	WED 1300 Before 1500		1W	3W											
2	C227	WED 1300 Before 1500		1W	3W											
2	C230A	WED 1300	1W		3W										A	
2	C230B	WED 1300	1W		3W										A	
2	C230C	WED 1300	1W		3W										A	
2	C230D	WED 1300	1W		3W										A	
2	C234	WED 1300			3W										A	

[illegible]

FLR	Area ID	Clean After	Vacuum	Sweep/M op	Trash	Exam Room Wipe Down	Furniture/ Equipment Cleaning	Restroom Cleaning	Restroom Servicing	Full Restroom Cleaning	Strip, Seal, Wax,Buff	Spray Buff	Low Area Cleaning	Interior/ Exterior Window Cleaning	Carpet Ceaning	Special Area Cleaning
2	C244		1W		3W											
2	C245	WED 1300	1W												A	
2	C246	WED 1300	1W		3W										A	
2	C247	WED 1300	1W		3W										A	
2	C249	WED 1300	1W		3W										A	
2	C250	WED 1300	1W		3W										A	
2	C256	WED 1300	1W		3W		1W								A	
2	C257	WED 1300	1W		3W		1W								A	
2	LR233			1D	1D			1D	1D	A						
2	LR248			1D	1D			1D	1D	A						
2	MR252			1D	1D			1D	1D	A						
2	R217			1D	1D			1D	1D	A						
2	R218			1D	1D			1D	1D	A						
2	R239			1D	1D			1D	1D	A						
2	R247			1D	1D			1D	1D	A						
3	A312	1500	1D		1D										Q	
3	A313	1600		1D	1D								1W			
3	A315	1600		1D	1D											
3	A316	1600		1D	1D											
3	A317	1600		1D	1D	1D							1W			
3	A318	1600		1D	1D	1D							1W			
3	A319	1600		1D	1D	1D							1W			
3	A320	1600		1D	1D	1D							1W			
3	A321	1600		1D	1D	1D							1W			
3	A322	1600		1D	1D	1D							1W			
3	A323	1600	1D		1D	1D							1W			
3	A328	1500	1D		1D										A	
3	C301	WED 1300	1W		3W		1W								A	
3	A302	WED 1300	1W		3W		1W								A	
3	A303	WED 1300	1W		3W		1W								A	
3	A306	WED 1300	1W		3W		1W								A	
3	A307	WED 1300	1W		3W		1W								A	
3	C308	WED 1300	1W		3W										A	
3	C309	WED 1300	1W		3W										A	
3	C310	WED 1300	1W		3W										A	
3	R304			1D	1D			1D	1D	A						
3	R305			1D	1D			1D	1D	A						

FLR	Area ID	Clean After	Vacuum	Sweep/M op	Trash	Exam Room Wipe Down	Furniture/ Equipment Cleaning	Restroom Cleaning	Restroom Servicing	Full Restroom Cleaning	Strip, Seal, Wax,Buff	Spray Buff	Low Area Cleaning	Interior/ Exterior Window Cleaning	Carpet Ceaning	Special Area Cleaning
B	A01	1600		1D							A	Q	1W			
B	A05	1600		1D	1D								1W			
B	A08	1600	1D		1D		1D								Q	
B	A09	1600		1W	3W		1W									
B	A11	1600	1W		3W	1D	1W						1W		Q	
B	A12	1600	1D		1D		1D								Q	
B	A14	1600	1D		1D		1W								Q	
B	A15	1600	1D		1D		1W								Q	
B	A31	1600		1D	1D						A		1W			
B	A41	1600		1D	3W	1W										1D
B	A44	1600		1D	1D	1D	1D				A		1W			
B	A49	1600		1D	1D											1D
B	C13	1600		1W	3W											
B	C25	WED 1300	1W		3W										A	
B	C29	WED 1300	1W												A	
B	C33	WED 1300	1W		3W										A	
B	C35	WED 1300	1W		3W										A	
B	C40	WED 1300	1W		3W										A	
B	C51	WED 1300	1W		3W										A	
B	ELV1			1W							A		1W			
B	ELV2			1W							A		1W			
B	LR08			1D	1D			1D	1D	A						
B	MR43			1D	1D			1D	1D	A						
B	RR27			1D	1D			1D	1D	A						
B	RR33			1D	1D			1D	1D	A						
B	STW1		Q	Q												
B	STW2		Q	Q												
B	STW3		Q	Q												
B	STW4		1D	1D							A		1W			



### PNSY BLDG INFO - LEGEND

**H-10 Medical Clinic has site specific numbered spaces. Area ID corresponds with the actual room numbers in the building as well as service levels.**

## Frequencies

[illegible]